

**PROCEEDINGS OF THE BROWN COUNTY
EDUCATION & RECREATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Education & Recreation Committee** was held on Thursday, September 2, 2010 at Brown County Golf Course, 897 Riverdale Dr, Oneida, WI 54155.

Present: Jesse Brunette, Tim Carpenter, Bill Clancy, John Vander Leest,
Vicky Van Vonderen

Also Present: Scott Anthes, Tom Hinz, Kara Rentmeester, Angela Kowski,
Carmen Murach, Bill Dowell, Doug Hartman, Marvin Hanson, Rick Ledvina,
Jon Rickaby, Lynn Stainbrook, Terry Watermolen,
John Luetscher, Greg Martin, Tom Perock, Jon Lasee, Tim Drossart,
Other interested parties.

I. Call to Order:
The meeting was called to order by Chairman Brunette at 6:00 p.m.

II. Approve/Modify Agenda:

Item #18b was moved to the Parks Department section, before Item #9.

Motion made by Supervisor Carpenter and seconded by Supervisor Van Vonderen to approve as modified. Vote taken. MOTION CARRIED UNANIMOUSLY.

III. Approve/Modify Minutes of August 19, 2010:
Motion made by Supervisor Clancy and seconded by Supervisor Carpenter to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

1. Review Minutes of:
a. Library Board (July 15 & 19, 2010)
Motion made by Supervisor Vander Leest and seconded by Supervisor Van Vonderen to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

NEW Zoo

2. Zoo Monthly Activity Report - July 2010.

- a. Operations Report.
- i. Admissions, Revenue, Attendance.
 - ii. Gift Shop, Mayan, Zoo Pass Revenue.

Kara Rentmeester, Administrative Secretary, referenced information supplied in the agenda attachments for this meeting. Graphs that include August information were handed out during the meeting.

Motion made by Supervisor Vander Leest and seconded by Supervisor Carpenter to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

b. Education/Volunteer Programs Report for June and July, 2010.

Angela Kawski, Education and Volunteer Programs Coordinator, referenced information supplied in the attached report. She noted that while volunteer hours are down for 2010, intern hours are greater than they have been previously.

Motion made by Supervisor Vander Leest and seconded by Supervisor Van Vonderen to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

c. Curator's Report.

Carmen Murach, Curator of Animals, referenced information listed on the attached Animal Collection Report. She specially noted the passing of a baby giraffe at the zoo. She informed that the mother giraffe was given a chance to say goodbye to her baby and seems to be handling the loss well.

d. Director's Report.

In the absence of Zoo Director, Neil Anderson, Murach presented this item. She began by passing around a picture of the shell that is being made for the new tortoise exhibit at the zoo. Most of the construction to complete this will be done on site at the Brown County facility. Tuesday, September 7, 2010 there will be a meeting to decide the final details of the project. Murach shared that it is hoped the ground breaking will occur within the next couple weeks of this date.

Scrap metal and outdated equipment are being collected to be recycled to provide monies for the conservation fund.

The Zoo Boo Halloween event has been mentioned in Wisconsin Trails magazine; the Milwaukee Journal Sentinel featured an article online regarding things to do in Green Bay, the Zoo was listed and there was a picture of the giraffe exhibit. Murach referenced other special events happening at the zoo, the posters for which are attached to this document.

Motion made by Supervisor Vander Leest and seconded by Supervisor Van Vonderen to receive and place on file, items #2c and #2d. Vote taken. MOTION CARRIED UNANIMOUSLY.

3. Discussion of Possible Cuts to 2011 Budget (Request from Vice Chair Scray).

Murach explained that budget cuts for 2011 have been addressed through a reorganization of the zoo's maintenance staff. A Maintenance Supervisor position has been added and will be overseeing one and a half limited-term positions and one seasonal position. This in-house maintenance staff has allowed the zoo to save some funds.

Supervisor Van Vonderen inquired as to what discussions have been done regarding ideas to raise revenue at the zoo. The zoo has been selling feed bags at admissions for \$3 or \$5 with which to feed the animals. 50,000 bags were sold last year. Murach shared that an increase in catering is also being seen as a result of the Mayan Restaurant. Revenue is also being generated from the renting of the zoo's event room. There have been returning customers for this service.

Supervisor Clancy referenced the fact that the zoo is a free enterprise operation and therefore not funded by tax dollars. He commended zoo staff on their efforts in increasing revenue without county financial assistance.

Supervisor Vander Leest inquired as to any plans to expand special events in order to generate additional revenue. Zoo Boo is six nights long and hours have been changed from 5:00 p.m. to 8:00 p.m. to 3:00 p.m. to 8:00 p.m. The problem with extending event hours has been that the same number of patrons attend making the event less cost effective. The Holidayfest event had previously been two weekends long but has been cut down to one weekend for this reason. Extending events also makes it difficult to find an adequate number of volunteers to staff all days.

Murach noted that the new indoor facility also helps the zoo to hold additional events.

Supervisor Brunette asked if there were any additional cuts, aside from the reorganization of the zoo maintenance staff. Murach answered that there is very little that could be cut without cutting animal care.

Motion made by Supervisor Vander Leest and seconded by Supervisor Clancy to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

Museum

4. Budget Status Financial Report - July 2010.
5. Discussion of Possible Cuts to 2011 Budget (Request from Vice Chair Scray).
6. Director's Report.

Motion made by Supervisor Vander Leest and seconded by Supervisor Carpenter to hold items #4, #5 and #6 until October meeting. Vote taken. MOTION CARRIED UNANIMOUSLY.

Parks

7. Budget Status Financial Report - July 2010.
Motion made by Supervisor Vander Leest and seconded by Supervisor Van Vonderen to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

8. Approval of Contract to Alliance Construction for \$25,956 to Replace Horse Barn Roof at the Brown County Fairgrounds.

Doug Hartman, Assistant Park Director, explained that funds had been built into the 2010 budget to replace half of the horse barn roof at the Brown County Fairgrounds. Several contractors came out and a total of three bids were received. At the initial contractors meeting, some suggestions were made by the contractors that then added to the project specifications. These suggestions would result in a quality product while also saving the county some money.

One option was to switch the gauge of the steel used from 24 gauge to 29 gauge steel. The contractors felt that this would be sufficient given the age of the building. The second idea was to add a white painted roof rather than a galvanized roof. The white painted roof would be comparable in quality to the galvanized and would probably blend in to the building better. This would also come with a thirty year warranty.

Another way to reduce cost would be to install the new roof over the old one. Initially the plan was to remove the old roof; however, there is no need to do that. If the roof was removed completely it would drive up labor costs and safety concerns as there is lead paint. The contractors assured that leaving the old roof would not cause future complications.

Lastly, they had been previously advised that the profile of the steel panels make it impossible for the rain water to drain correctly from the top of the roof. The initial plan was to tape this area. The consulted contractors stated that the tape was not necessary and the water would be able to drain adequately with the new roof.

\$45,000 was budgeted for this project.

Motion made by Supervisor Vander Leest and seconded by Supervisor Carpenter to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

9. Discussion of Possible Cuts to 2011 Budget (Request from Vice Chair Scray).
Motion made by Supervisor Vander Leest and seconded by Supervisor Van Vonderen to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

(Although shown in proper format, Item #18b was taken at this time.)

10. Director's Report for July, 2010.

Information from the Director's Report included in the agenda items was referenced.

Motion made by Supervisor Vander Leest and seconded by Supervisor Clancy to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

Library

11. Budget Status Financial Report – June and July, 2010
Motion made by Supervisor Vander Leest and seconded by Supervisor Carpenter to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

12. Discussion of Possible Cuts to 2011 Budget (Request from Vice Chair Scray).

Lynn Stainbrook, Library Director, supplied a report discussing this topic. She noted that if another 5% of cuts needed to be made they would have to cut staff, close two library branches and discontinue the book mobile program.

Motion made by Supervisor Vander Leest and seconded by Supervisor Clancy to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

13. Director's Report.

Stainbrook referred to information supplied in the attached 'Director's Report' document including support the library has received from Proctor and Gamble and the Packer Foundation. She also noted partnerships with PMI, the City of Green Bay, the DNR, the U.S. Fish and Wildlife, the County Oral Health Partnership, the 4H County Fair Association, Neville Museum, multiple neighborhood associations, the Pulaski Fire Department, N.E.W. Rescue and the Wildlife Sanctuary.

Stainbrook noted that they are currently working on floor plans and estimates for a renovated Central Library. The Architect and Engineering Group would like to present their findings to the Education and Recreation Committee in December. The Library Board has met with this group on two occasions to refine directions. The plans are to keep the boilers and chillers, which are under five years old; they had also hoped to be able to keep the air handler system.

The air handler system is original to the building, which means it is about 40 years old. In order to reach the County Board goal of at twenty five percent increase in energy efficiency the old air handlers have to be replaced. The engineers and architects from Somerville also pointed out that the new air handlers would improve air quality in the building. Also, they would be less expensive to replace at the time of renovation rather than replacing them 5 or 8 years down the road. The current air handlers are already well past the time frame they should have lasted. Some of the old air handlers are over two stories high and there are 9 at the library. New air handlers are much smaller and the extra space they would leave could be utilized. This would mean there would be less additional space that would have to be added on to the facility. Stainbrook stated that it would be a cost benefit to approve those costs and the base price for the Central Library renovations now.

The Library Board discussed this at length and discussed whether the intent of the renovation is to fix the facility short term or to invest in it for the next 40 years. The consensus was that it makes sense to invest in the building for forty years rather than try and do some band aid approaches. Stainbrook noted that currently construction costs are low and this may be a good time to invest in the building for the long term.

Dr. Terry Watermolen, Library Board member, asked that the committee carefully look at this issue and the need to take an approach to the library with regard to long range planning. There are many structural needs that will cost quite a bit in the long run if spot renovation is done.

Stainbrook informed that the Library Board had also discussed Leadership in Energy and Environmental Design (LEED). There are three possible points that could be earned if the library were to reserve special parking for low emission cars. The Board decided to attempt to earn points elsewhere as there is limited parking available for the Central Library. She commented that this had been discussed at length and she was mentioning it to the committee because she believed that the Library Board has done a very good job in reviewing many different points in regard to this. She went on to say that they have been taking into account the tax payer's dollar investment as well as what's going to be practical for the community.

A green roof was also discussed by the Library Board and it was felt that this was not only appropriate, but educational as well. The facility has a flat roof, which is ideal for this sort of project. There are also two sets of elevators that go right into the affected area and they are looking to put another stop on these and building an enclosure where people can view the roof. The green roof will increase energy efficiency and also be educational.

The library will be going live with their new automation system on September 23, 2010. Many library operations will be unavailable the week prior to this. The things that will most affect library users will happen between September 19 and September 23. The online catalog will not be available during this time. Also, library staff will not be able to check books in. Due dates will be adjusted accordingly and patrons may still return their books to the facility. They will be unable to issue new library cards and no one will be able to reserve books or place holds.

Books can still be checked out using a back-up system; however, patrons must have their library card with them as there will be no way to search for this information on the computer. Story time will still go on and meeting rooms will still be available.

Training for staff on the new system begins next week. 150 employees in all will need to be familiarized with the system.

In October Stainbrook would like to bring Curt Beyler, Library Facility Manager, to speak about repairs that have been going on at all library branches. She referenced a 20 year plan that had been put together in 2009 regarding this. Monies from the library's carry-over fund as well as funds from the Facilities Department for energy efficiency have been used to pay for the repairs.

Stainbrook presented an interior pipe that had been damaged by rain. This was the third pipe replaced this summer. Friday, September 3, 2010, lightening struck and cause an outage in the air conditioning system. The cost to repair this was less than \$5000. Luckily, the library's main power system was not affected. The system does not have a circuit breaker and while repair for this was previously approved, it was found that it is not possible to do this. When a way to do this was found, they were unable to move forward with it as building codes had changed.

They have the name of someone who can take care of the circuit breaker if the circuit should break; however, this would just be a temporary fix. Contractors that are assisting in the library renovation project see this as a concern. Stainbrook stated that she is confident that the County Board will help them to move forward and make some changes and fund the next step in the renovation process. She invited committee members to tour the library so that they may see some of the issues to which she had referred.

Motion made by Supervisor Vander Leest and seconded by Supervisor Van Vonderen to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

Golf Course

14. Budget Status Financial Report – July 2010.

Motion made by Supervisor Vander Leest and seconded by Supervisor Van Vonderen to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

15. Discussion and Recommendation Concerning Agreement with First Tee Organization for Three-Hole Golf Course and Practice Facility.

Scott Anthes, Golf Course Superintendent, provided the First Year Annual Budget and 10 year Pro Forma documents. He explained that these documents provided information regarding the existing golf course as well as the golf course with the first tee program.

For more information regarding the local First Tee program:
<http://www.thefirstteegreenbay.org/Club/Scripts/Home/home.asp>

Tim Drossart, Executive Director of The First Tee of Green Bay, shared some background information on the First Tee program. The program currently works with Mr. Golf and Highland Ridge. They also build affiliate relationships with many other golf courses in Northeast Wisconsin. The First Tee is looking to make a permanent home at the Brown County Golf Course.

Drossart explained that First Tee has a partnership with the Wadsworth Charity Golf Foundation. Wadsworth is a golf instruction company which put together a charity to help support an initiative that they designed. This initiative involves partnering with First Tee programs in other communities to build learning facilities for kids and families to learn the game of golf with affordable access.

Greg Martin, President of Martin Design, was hired by the Wadsworth Foundation to put together some designs. As a partner, Wadsworth will contribute funds and their expertise. They have put together a number of different relationships with vendors to be able to obtain discounted prices.

Supervisor Van Vonderen inquired as to what role a shorter course would play in the structure of the program. It was explained that for a beginner, it can be very overwhelming to play a full course. When teaching the children, it is beneficial to begin with a shorter course and have them work their way up to the full course.

Anthes commented that a short course would promote family golf as the shorter courses would be open to the public during the times that First Tee is not utilizing them. A nine-hole facility was originally requested. What was proposed by the county was to allow them to shorten the existing course by adding juniors and more forward tees.

At this time, Tom Perock, Vice President of The First Tee of Green Bay, shared additional information on the program. He noted the core values that are taught. For more information on this:

http://www.thefirsttee.org/club/scripts/view/view_insert.asp?IID=64763&NS=PUBLIC

Some information was given on Brent Wadsworth of the Wadsworth Foundation. It was noted that he had worked on designing Brown County Golf Course.

The First Tee facility will have three parts. These will be the practice and learning area: a practice green, chipping/putting green and an additional putting green. The second part is the golf course. This will be a three-hole golf course with par three, a par four and a par five holes. There will be multiple tees most of which can be set up in a variety of different yardages so that anyone can go out and play.

Supervisor Clancy pointed out that if this project were self-funded the approval process would be much faster and inquired if there were an adequate amount of sponsors for this. It was pointed out that it is difficult to get sponsors until approval from the board is given.

The plan is for Brown County supply land for the facility and for First Tee to fundraise and provide all monies for construction of the facility. The foundation would then lease the land back to the county and all revenue would be kept by the county. First Tee would not begin building until sufficient funds for this have been collected.

Supervisor Vander Leest inquired as to what had caused the failure of a First Tee facility in Seymour, WI. The facility was funded by the Wisconsin Golf Foundation; however, the foundation went bankrupt. Also, this facility was not a good location for Green Bay as it was so far away and not structured very well. However, the program for Green Bay is now under new administration.

Vander Leest voiced his concerns about the facility failing and leaving the county with the bill. He stated that he did not want to have to use tax dollars for this if that situation were to occur. He wants the course to remain an enterprise funded facility.

Tom Hinz, County Executive, informed that the golf course would indeed stay enterprise funded. He referenced that the course is losing its base of customers due to its level of difficulty. The First Tee facility would offer alternate options for golfers to use when the learning programs are not in session.

Corporation Counsel John Luetscher inquired as to when First Tee would need use of the facility. They have a summer program and would be busing children to the course for an after school program. Anthes stated that times would be scheduled out so that revenue generating activities would have time to operate there as well.

Draft plans for the facility were presented and have been attached to this document.

Vander Leest suggested that Milwaukee County's golf course be contacted to see how First Tee is working with them. He commented that he would like the committee to have more time to look into this program.

Luetscher will be working with Board Attorney Fred Mohr on this matter and will be contacting Milwaukee County to see how their agreement with First Tee is structured.

Supervisor Clancy asked what the timeframe for this project would be. There are many variables, including funding and approval from the board. If both of those things were available now, it would be an estimated year for the process of building the facility.

Vander Leest suggested getting feedback from the public on this matter, as it would affect those that utilize the course.

Copy of 'First Year Annual Budget' and '10 Year Pro Forma' provided by Scott Anthes, Golf Course Superintendent are available online and in the County Board Office.

Motion made by Supervisor Vander Leest and seconded by Supervisor Carpenter to have Corporation Counsel John Luetscher and Board Attorney Fred Mohr review Brown County agreement with First Tee Organization and review the structure of the agreement between First Tee and Milwaukee County Golf Course. Vote taken. MOTION CARRIED UNANIMOUSLY.

16. Discussion with Possible Action re: Trout Creek Agreement with the Oneida Tribe.

Luetscher stated that he is about half way done with the agreement and should be finished with it the next week. At that point he would like to send it over to his contact at the Tribe and hopefully there will not be many changes they would like made. He will have it emailed to the committee to review for the next meeting.

Depending on the feedback Luetscher receives regarding the agreement it should be done by October or November. He feels this is good timing as they would like to complete this project during the winter. The way the agreement should work is that the Oneida Tribe will provide all of the funding for the construction and turn over title and ownership of all the improvements to the county.

They are hoping to obtain from the Tribe a guarantee that if anything goes wrong with the reconstruction in the future, they would be responsible for fixing it. There will likely not be any sort of maintenance fund as most of the monies for this project are being provided through grants obtained by the Tribe.

Motion made by Supervisor Vander Leest and seconded by Supervisor Clancy to hold until October meeting for completion of agreement with the Oneida Tribe re: Trout Creek by John Luetscher with possibility of a closed session. Vote taken. MOTION CARRIED UNANIMOUSLY.

17. Discussion of Possible Cuts to 2011 Budget (Request from Vice Chair Scray).
Motion made by Supervisor Vander Leest and seconded by Supervisor Clancy to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

18. Superintendent's Report.

Anthes referenced budget information provided in the agenda attachments. He also reported that recent cool weather is helping the oversaturated grass to recover. The Children's Charity Golf Outing will be held Wednesday, September 8, 2010. The Employee Golf Outing is to be held September 10, 2010.

Motion made by Supervisor Carpenter and seconded by Supervisor Van Vonderen to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

Resch Centre/Arena/Shopko Hall

- #18a Attendance for the Brown County Veterans Memorial Complex.
Motion made by Supervisor Vander Leest and seconded by Supervisor Clancy to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.
- #18b Approval of Low Bid for Arena Sidewalk Replacement Project.
Motion made by Supervisor Vander Leest and seconded by Supervisor Carpenter to approve. Vote Taken. MOTION CARRIED UNANIMOUSLY.

Other

19. Audit of bills.
Motion made by Supervisor Carpenter and seconded by Supervisor Vander Leest to approve audit of bills. Vote taken. MOTION CARRIED UNANIMOUSLY.
20. Such other matters as authorized by law. – None.

Adjourn-

Motion made by Supervisor Vander Leest and seconded by Supervisor Carpenter to adjourn at 8:25 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

Anna R. Meert
Recording Secretary